



Arnold Schwarzenegger  
Governor

**California Health and Human Services Agency  
Office of Systems Integration  
P.O. Box 138014  
Sacramento, California 95813-8014**

April 12, 2006

**TO : ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY SPOCS**

**SUBJECT: COUNTY ADVANCE PLANNING DOCUMENT (APD)  
COMMUNICATION PLAN**

The Child Welfare Services Case Management System (CWS/CMS) is currently reviewing the County Advance Planning Document (APD) Process. The County APD Process structures documentation necessary for the counties to receive matching State funds and Firm Fixed Price (FFP) for CWS/CMS activities. These funds directly support the county activities. Inadequate or inaccurate documentation critically delays allocation of funding, and may result in withholding of funding by Federal Administration For Children and Families or the State, which can be detrimental to county and State operations. We will be distributing and posting information on the progress of CWS/CMS on the CWS/CMS Web site Projects Page.

All documentation regarding the APD Project will be easily identified by the unique logo placed in the header of each document.

For contact information regarding APD'S, please refer to the CWS/CMS County APD Communication Plan.

Sincerely,

Lauren Barton



Do Your Part to Help California Save Energy  
To learn more about saving energy, visit the OSI web site at <http://www.osi.ca.gov>